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Approved For Release 2002/01/10 : CIA-RDP80-00473A000500030018-9

File

*Personnel-1*

DD/A 77-1466

17 MAR 1977

MEMORANDUM FOR: Director of Personnel  
FROM : John F. Blake  
Deputy Director for Administration  
SUBJECT : Executive Replacement Cadre - Level B  
REFERENCE : Memo frm D/Pers to DD/A, DD/I, DD/O,  
& DD/S&T, dtd 2 Feb 77, same subj

Attached herewith are the worksheets for the Executive Replacement Cadre Level B positions. Nominations of Directorate of Administration personnel are indicated for the positions included on the form.

ILLEGIB

*JF* John F. Blake

Attachment

Distribution:

Orig & 1 - Addressee w/att

*X* - DDA subj w/att + *ref* (DDA 77-0625)  
1 - DDA chrono  
1 - JFB chrono  
1 - CMO/DDA w/att

CMO/DDA

(17 Mar 77)

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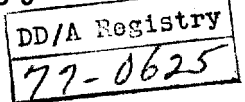
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**Next 2 Page(s) In Document Exempt**



2 FEB 1977

MEMORANDUM FOR: Deputy Director for Administration  
Deputy Director for Intelligence  
Deputy Director for Operations  
Deputy Director for Science and Technology  
Comptroller

FROM : F. W. M. Janney  
Director of Personnel

SUBJECT : Executive Replacement Cadre

1. At the 6 January 1977 EAG meeting, the concept of the identification of Key Operating Positions in the Agency and candidates for assignment to these positions was discussed, as well as procedures for implementing a program for making nominations and reviewing the candidates. The background material for the discussion was Tab D of the agenda for that meeting.


2. As a result of the interest of the former Director and the present Acting Director in all senior executive positions and in the training and development of executive level personnel who are candidates for such positions, the program identifying Key Operating Positions and candidates has been broadened to include a second level of senior positions and candidates. The approach to implementation of the program has now been formalized and approved by the Acting Director. In effect, a register of Agency senior level positions and an executive replacement cadre is being created. It will function as a part of the Personnel Development Program and will be divided in two sections. The first section, or Level A, will consist of the 50 Key Operating Positions identified in the 6 January EAG agenda item and listed on Attachment I of this memorandum. The second section, or Level B positions, will be composed of the operating official positions not included on the Level A list, plus the deputy position for all operating officials. You are free to add to your respective Level B

lists additional positions with equivalent level of responsibilities, including certain Chief of Station positions in the DDO. You may nominate candidates for any or all of the Level A positions without regard for Career Service matches, but normally only your own component candidates will be listed against the Level B positions.

3. Mr. Knoche has given the Office of Personnel the responsibility for compiling the lists of positions and candidates for his review and EAG discussion. Attachment II to this memorandum is a report format which we ask be used to submit the requested data. Please prepare one form for all the Level A positions, completing the incumbent column for the positions under your cognizance, and nominating your candidates for either immediate or later assignment for any of the listed positions. Individuals may be named for more than one position. Please provide comments relative to planned training or further development for those nominees who will qualify for the assignment within the next three years. You are asked to asterisk those positions you know will become vacant this calendar year because of planned rotation or retirement, and double asterisk those positions which may become vacant during 1977. It will be appreciated if the completed forms for Level A are forwarded to my office by 24 February 1977.

4. The Level B list of positions, which will include only positions in your area of responsibility and your candidates for these assignments, should be prepared in the same format as Level A and is due in my office by 17 March 1977. Some of these positions as well as your candidates may already be part of your component's current PDP and the pertinent information can be extracted therefrom. The FY 1978 Personnel Development Program format will be modified to adjust to these additional planning reports and dual coverage will be eliminated.

STATINTL

  
P. W. M. Stanley

Attachments

LIST OF Key Operating Positions for which the  
EAG will Review Nominations

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Attachment I

DCI Area

Assistant to the Director (for Public Media Affairs)

Special Assistant to the Director [REDACTED]

STATINTL

Other Special Assistants (e.g., for Strategic Warning)

Deputy to the DCI for NIOs

All Senior NIO positions for which CIA candidates are proposed

Director, Office of Equal Employment Opportunity

General Counsel

Deputy General Counsel

Legislative Counsel

Deputy Legislative Counsel

Inspector General

Comptroller

Assistant Comptroller, Resources

Assistant Comptroller, Requirements and Evaluation

Special Assistant for Strategic Intelligence (O/Comptroller)

DDA

Director of Data Processing

Director of Finance [REDACTED]

ILLEGIB

Director of Personnel [REDACTED]

Director of Training [REDACTED]

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Chief, Operations Center

Director of Central Reference [REDACTED]

ILLEGIB

Director, Center for Policy Support

Director, Office of Imagery Analysis

Director of Scientific Intelligence

Director of Strategic Research

Director of Weapons Intelligence

Director of Regional and Political Analysis

DDO

Chief, Central Cover Staff [REDACTED]

STATINTL

Chief, Covert Action Staff

Chief, Evaluation & Program Design Staff

Chief, Policy and Coordination Staff

Chief [REDACTED]

STATINTL

Chief of Station [REDACTED]

STATINTL

Chief of Station [REDACTED]

Chief of Station [REDACTED]

ILLEGIB

DDS&T

Director of ~~EGENT~~ [REDACTED]

Director, National Photographic Interpretation Center [REDACTED]

Director for Research and Development

ILLEGIB

Director of Technical Service

Director [REDACTED]

STATSPEC

WORKSHEET FOR  
EXECUTIVE REPLACEMENT CADRE

STATINTL	Key Position	Incumbent	Candidates Currently Qualified	Candidates Qualifying in 1-3 Years	Developmental Plans for 1-3 Year Candidates
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28 Jan 77  
MTB:lrn

MEMORANDUM FOR: Deputy Director for Administration  
Deputy Director for Intelligence  
Deputy Director for Operations  
Deputy Director for Science and Technology  
Comptroller

FROM : F. W. M. Janney  
Director of Personnel

SUBJECT : Executive Replacement Cadre

1. At the 6 January 1977 EAC meeting the concept of the identification of Key Operating Positions in the Agency and candidates for assignment to these positions was discussed as well as procedures for implementing a program for making nominations and reviewing the candidates. The background material for the discussion was Tab D of the agenda for that meeting.

2. As a result of the DCI and DDCI interest in all senior executive positions and in the training and development of executive level personnel who are candidates for such positions, the program identifying Key Operating Positions and candidates has been broadened to include a second level of senior positions and candidates. The approach to implementation of the program has now been formalized and approved by the DDCI. In effect, a register of Agency senior level positions and an executive replacement cadre is being created. It will function as a part of the Personnel Development Program and will be divided in two sections. The first section, or Level A, will consist

of the 50 Key Operating Positions identified in the 6 January EAG agenda item and listed on Attachment I of this memorandum. The second section, or Level B positions, will be composed of the operating official positions not included on the Level A list, plus the deputy position for all operating officials. You are free to add to your respective Level B lists additional positions with equivalent level of responsibilities, including certain Chief of Station positions in the DNO. You may nominate candidates for any or all of the Level A positions without regard for Career Service matches, but normally only your own component candidates will be listed against the Level B positions.

3. The DDCI has given the Office of Personnel the responsibility for compiling the lists of positions and candidates for his review and EAG discussion. Attachment II to this memorandum is a report format which we ask be used to submit the requested data. Please prepare one form for all the Level A positions, completing the incumbent column for the positions under your cognizance, and nominating your candidates for either immediate or later assignment for any of the listed positions. Individuals may be named for more than one position. Please provide comments relative to planned training or further development for those nominees who will qualify for the assignment within the next three years. You are asked to asterisk those positions you know will become vacant this calendar year because of planned rotation or retirement, and double asterisk those positions which may become vacant during 1977. It will be appreciated if the completed forms for Level A are forwarded to my office by \_\_\_\_\_.

4. The Level B list of positions, which will include only positions in your area of responsibility and your candidates for these assignments, should be prepared in the same format as Level A and is due in my office by \_\_\_\_\_. Some of these positions as well as your candidates may already be part of your component's current PDP and the pertinent information can be extracted therefrom. The FY 78 PDP format will be modified to adjust to these additional planning reports and dual coverage will be eliminated.

F. W. M. Janney

Atts.  
As Stated

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Chief, Operations Center

Director of Central Reference

Director, Center for Policy Support

Director, Office of Imagery Analysis

Director of Scientific Intelligence

Director of Strategic Research

Director of Weapons Intelligence

Director of Regional and Political Analysis

DDO

Chief, Central Cover Staff

Chief, Covert Action Staff

Chief, Evaluation & Program Design Staff

Chief, Policy and Coordination Staff

Chief

Chief of Station

Chief of Station

Chief of Station

DD&T

Director of ELINT

Director, National Photographic Interpretation Center

Director for Research and Development

Director of Technical Service

Director

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DCI Area

Assistant to the Director (for Public Media Affairs)

Special Assistant to the Director [REDACTED]

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Other Special Assistants (e.g., for Strategic Warning)

Deputy to the DCI for NIOs

All Senior NIO positions for which CIA candidates are proposed

Director, Office of Equal Employment Opportunity

General Counsel

Deputy General Counsel

Legislative Counsel

Deputy Legislative Counsel

Inspector General

Comptroller

Assistant Comptroller, Resources

Assistant Comptroller, Requirements and Evaluation

Special Assistant for Strategic Intelligence (O/Comptroller)

DDA

Director of Data Processing

Director of Finance

Director of Personnel

Director of Training

WORKSHEET FOR

EXECUTIVE REPLACEMENT CADRE

<u>Key Position</u>	<u>Candidates Currently Qualified</u>	<u>Candidates Qualifying in 1-3 Years</u>	<u>Developmental Plans for 1-3 Years Candidates</u>
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STATINTL

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